

MINUTES OF MEETING
Springfield-Sangamon County Regional Planning Commission
November 20, 2019

1. CALL TO ORDER.

Chairman Joe Gooden called the meeting to order at 9:32 AM.

2. ROLL CALL.

Mary Jane Niemann called the roll.

JULY 2019	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY 2020	FEBRUARY	MARCH	APRIL	MAY	JUNE	Member	Representative	Affiliation
X	X	X	X	X								Joe Gooden, Chair		City of Springfield
X			X	X								Ken Springs, Vice Chair		Sangamon County
X	X	X	X	X								Greg Kruger, Secretary		City of Springfield
X	X	X	X	X								Mayor Jim Langfelder	Bonnie Drew / Val Yazell	City of Springfield
X												Andy Van Meter	Brian McFadden	Sangamon County Board
		X	X	X								Ald. Joe McMenamin		City Council
X	X	X										Ald. Andrew Proctor		City Council
X	X	X	X	X								Greg Stumpf	Trustin Harrison	Sangamon County Board
X		X	X	X								George Preckwinkle	Charlie Stratton	Sangamon County Board
	X	X	X	X								Leslie Sgro	Jason Graham	Springfield Park District
	X	X	X									Frank Vala	Roger Blickensderfer / Traci Carter	Springfield Airport Authority
X	X	X	X	X								Brian Brewer	Frank Squires / Steve Schoeffel	Sangamon Mass Transit District
X	X	X	X	X								Dick Ciotti	Gregg Humphrey / Rob Leinweber / Jason Jacobs	Sangamon County Water Reclamation District
X			X	X								Jeff Vose	Lyle Wind / Shannon Fehrholz	Regional Office of Education
X	X	X		X								Eric Hansen		Sangamon County
												Vacant (March 2019 -		City of Springfield
X		X	X									Larry Hamlin		Sangamon County

Others

Staff

Molly Berns	Jordan Leaf
Ethan Hendricks	Mary Jane Niemann
Shannan Karrick	Jason Sass
Steve Keenan	Joe Zeibert
Lindsay Kovski	

3. MINUTES OF MEETING.

Chairman Gooden asked if there were any additions or corrections to the minutes of the October 16, 2019 Regional Planning Commission meeting. There were none. The minutes were accepted as mailed.

4. MINUTES OF THE EXECUTIVE POLICY BOARD.

Chairman Gooden noted that the Executive Policy Board met on October 16, 2019 to review and act on the Commission's budget submission for the upcoming fiscal year. The Board approved the budget submission as submitted, which included the annual salary increase for staff. Copies of the minutes of the Board meeting were available. (See attached).

As is required in the Commission's establishing ordinance, the proposed budget was sent on to the Sangamon County Board for final action. The Sangamon County Board approved the budget on Tuesday, November 12, 2019.

Gregg Humphrey moved to approve the minutes of the Executive Policy Board meeting held on October 16, 2019. Val Yazell seconded the motion and the vote was unanimous.

5. REPORT OF OFFICERS.

There was no report of officers.

6. REPORT OF THE EXECUTIVE DIRECTOR.

- A. SSCRPC FY2020 Proposed Budget** – Molly Berns summarized the SSCRPC's FY2020 Proposed Budget via a power point presentation. (See Attached).

Commissioner Joe McMenamin asked about the Executive Director's salary. Berns noted that the Executive Policy Board approved a 2.5% increase for the Executive Director and the staff.

- B. Retail App** – Joe Zeibert demonstrated a retail app the staff has been working on in conjunction with the Office of Planning and Economic Development. The app is not yet live.

7. CORRESPONDENCE.

There was no correspondence.

8. PUBLIC HEARINGS / COMMENTS.

There was no one who wished to address the Commission.

9. COMMITTEE REPORTS.

Land Subdivision Committee (LSC) – There was one project to be acted upon by the Regional Planning Commission this month:

White Oaks West

Redivision of Lot 2B-4a1 of the Redivision of Lot 2B-4a of the Redivision of Lot 2B-4 of the Redivision of Lot 2B of the Redivision of Lot 2 of White Oaks West

Location & Sketch Map

Variance Sec. 153.158(b)(2)

Description: Part of the NE 1/4 of Section 12, T15N, R6W (Located on the west side of Veterans Parkway between Wabash Avenue and Iles Avenue)

Zeibert noted that the Olive Garden would like to divide the parcel into three lots. All essential services are available to serve the site. They are requesting that access be through a private access easement.

The Land Subdivision Committee recommended approval of the Location & Sketch Map and Variance of Sec. 153.158(b)(2).

Commissioner Joe McMenamin asked for an explanation regarding the variance request. Zeibert said that the Olive Garden cannot get access to a public road (Veterans Parkway, Wabash Avenue). There is an established ring road, so access to serve the lot will be through a private access easement.

Commissioner Joe McMenamin moved to concur with the action of the Land Subdivision Committee to recommend approval of White Oaks West - Redivision of Lot 2B-4a1 of the Redivision of Lot 2B-4a of the Redivision of Lot 2B-4 of the Redivision of Lot 2B of the Redivision of Lot 2 of White Oaks West - Location & Sketch Map and Variance of Sec. 153.158(b)(2). Commissioner Eric Hansen seconded the motion and the motion passed unanimously via a roll call vote.

For informational purposes, Zeibert then summarized other projects reviewed by the Land Subdivision Committee at their November 7, 2019 meeting that do not require action by the Regional Planning Commission:

White Oaks West - Redivision of Lot 2B-4a1 of the Redivision of Lot 2B-4a of the Redivision of Lot 2B-4 of the Redivision of Lot 2B of the Redivision of Lot 2 of White Oaks West - Preliminary Plan

Zeibert noted that the Land Subdivision Committee recommended approval of the Preliminary Plan. He expects that the Regional Planning Commission will take action on this Preliminary Plan at the December 2019 meeting.

White Oaks Business Park – Partial Plat of Setback Vacation

Zeibert stated that this development is located at the southeast corner of Constitution Drive and Cockrell Lane. The developer would like to put storage units in this area. The Partial Plat of Setback Vacation is needed as a platted setback will be crossed.

The Land Subdivision Committee recommended approval of the Partial Plat of Setback Vacation for Lot 5.

Constitution Minor Subdivision – Partial Plat of Easement Vacation – Lot 1

Zeibert noted that the developer was requesting an easement vacation for a five foot utility easement on Lot 1 to accommodate future development. The Partial Plat of Easement Vacation will require sign-off from all utility companies.

The Land Subdivision Committee recommended approval of the Partial Plat of Easement Vacation for Lot 1.

Commissioner Eric Hansen referred to White Oaks West. He asked what was being constructed south of County Market and expressed concern about the dangerous intersection.

Val Yazell said the construction was an expansion of Market Fresh.

10. UNFINISHED BUSINESS.

There was no unfinished business.

11. NEW BUSINESS.

There was no new business.

12. SPECIAL ANNOUNCEMENTS AND PRESENTATIONS.

There were no special announcements or presentations.

13. ADJOURNMENT.

Chairman Gooden noted that the next Regional Planning Commission meeting will be held on December 18, 2019.

There being no further business, Frank Squires moved to adjourn. Gregg Humphrey seconded the motion and the meeting adjourned at 10:02 AM.

Respectfully Submitted,

MJN

Mary Jane Niemann
Recording Secretary

MINUTES OF MEETING
SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE POLICY BOARD
PLANNING COMMISSION CONFERENCE ROOM
October 16, 2019

Members Present at the Meeting:

Joe Gooden, SSCRPC Chairman
Ken Springs, SSCRPC Vice-Chairman
Greg Kruger, SSCRPC Secretary
Bonnie Drew, repr. Jim Langfelder, Mayor, City of Springfield
Gregg Humphrey, repr. Dick Ciotti, Sangamon County Water Reclamation District
Larry Hamlin, Member-at-large

Also Attending:

Molly Berns, Executive Director, SSCRPC
Mary Jane Niemann, Accounting Technician, SSCRPC
Joe Zeibert, Senior Planner, SSCRPC

The meeting of the Executive Policy Board was called to order at 9:51 AM, a quorum being present.

SSCRPC CFY2020 Proposed Budget

Molly Berns summarized the SSCRPC's CFY2020 proposed budget via a power point presentation. The power point presentation and budget report are attached.

Joe Gooden asked about the vacant Senior Planner position. Berns stated that she hopes to hire a technical writer in that position early in the new fiscal year. Larry Hamlin asked if Joe and Molly's pay were in line with previous people in those positions. Molly said close. Hamlin said he asked because he felt staff does a great job.

Gooden asked about additional revenue from the City of Springfield. Berns expects \$185,000-\$186,000. Gooden asked about planning services for the City and referenced zoning recommendations. Berns said providing a staff analysis for zoning cases is a part of the annual planning agreement with the City. She also indicated that providing the City with additional basic information related to zoning issues is also included; however, special and/or unique situations are not included.

Gooden asked what GATA stood for under Opportunities / Challenges. Berns stated Government Accountability and Transparency Act.

Larry Hamlin made a motion to approve the SSCRPC's proposed 2020 Budget as submitted, which includes a 2.5% increase for the Executive Director, which is the same percentage increase allocated for the staff. Joe Gooden seconded the motion and the vote was unanimous.

There being no further business, the meeting adjourned at 10:16 AM.

Respectfully submitted,

Molly Berns
Executive Director

FY 20 Proposed Budget Executive Policy Board Briefing October 16, 2019

Submitted by:

Molly Berns
Executive Director



Springfield-Sangamon County
Regional Planning Commission

FY 20:

Anticipated Revenues = \$1,234,063

Increase of \$36,212 (+3.1%) from *adopted*
FY 19 budget.

Largest decreases include:

\$5,000 in Comprehensive Regional
Planning Funds

\$40,474 in county transfer

Increases:

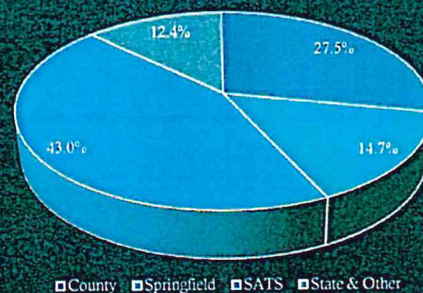
\$585 in Federal Transportation funds.

\$4,091 in Federal Transit Planning
funding.

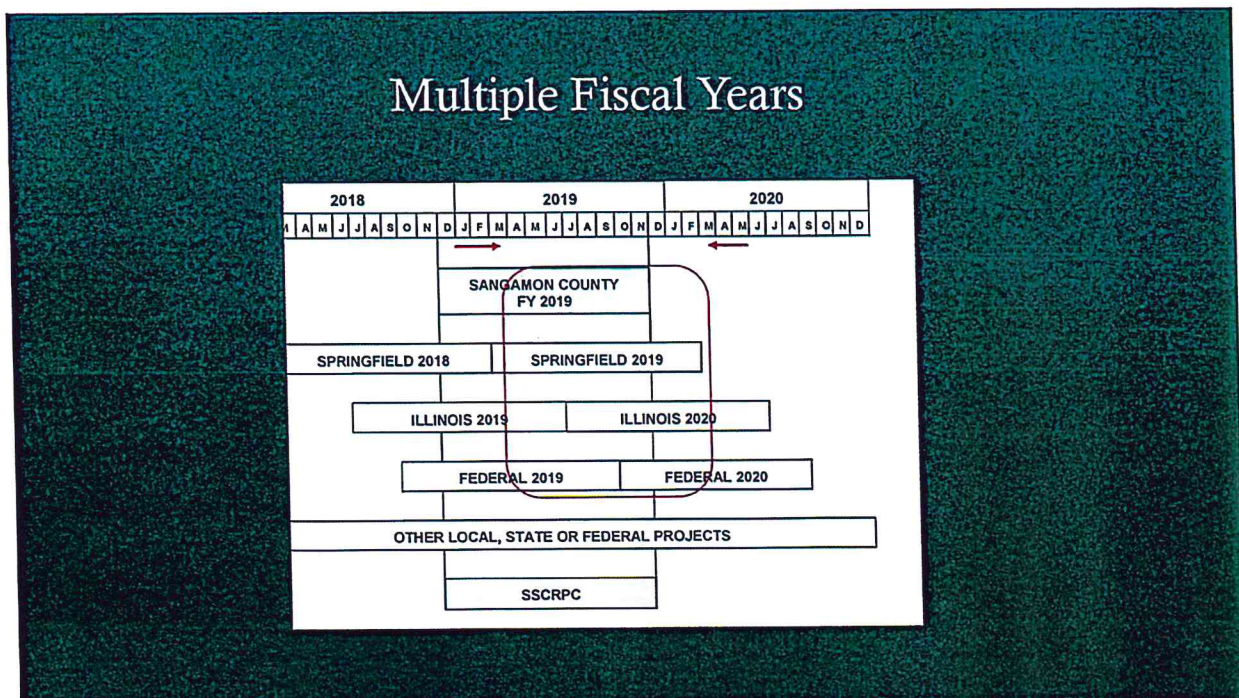
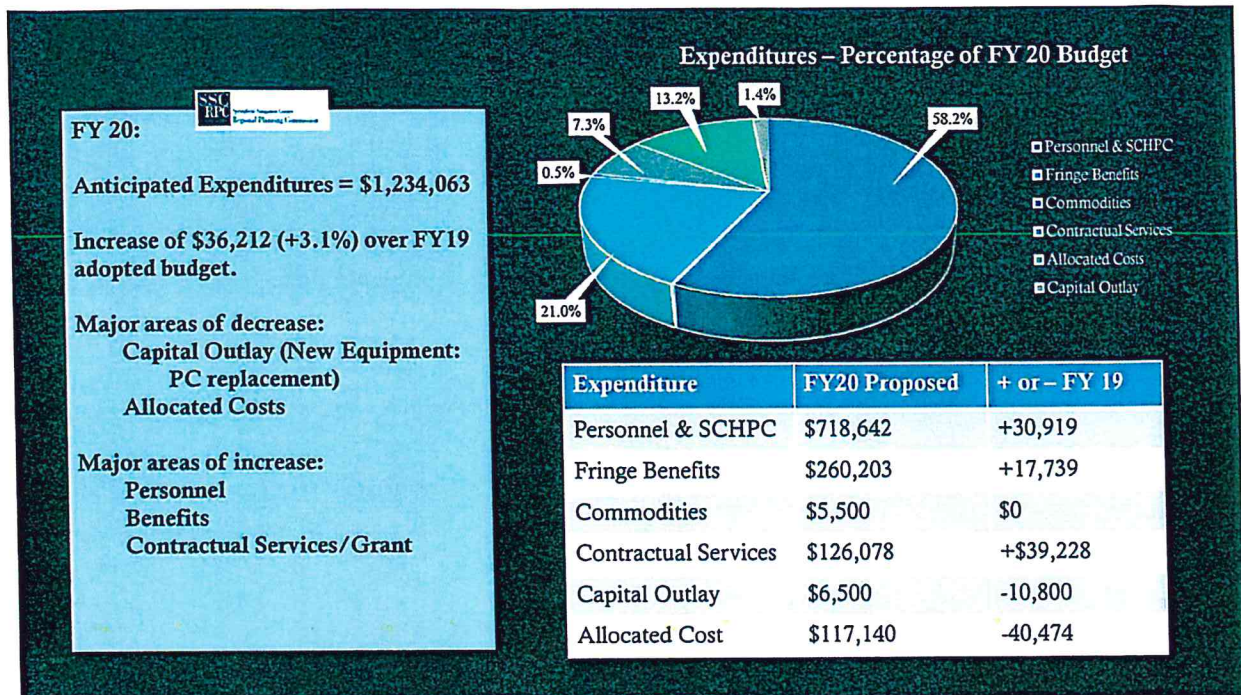
\$46,815 in federal Statewide Planning &
Research funds.

\$28,145 in fund balance transfer

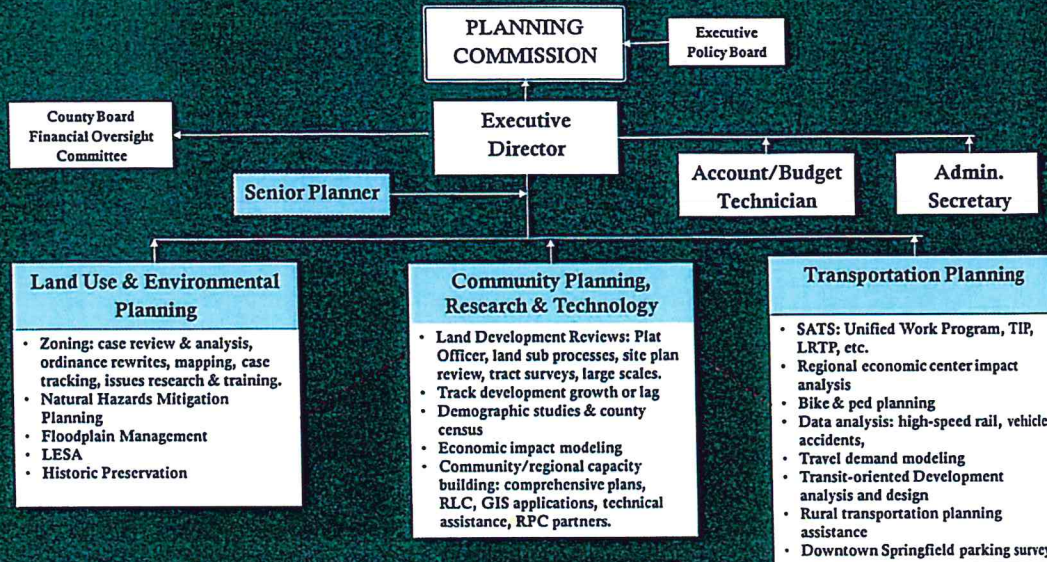
Sources of Funding FY 20



Source	Proposed
Sangamon County	\$339,526
City of Springfield	\$182,000
SATS (PL, FTA & Match)	\$531,147
State, Other Municipalities, Special Districts & Agencies	\$153,245



FY 20 Staff Structure



Ongoing Challenges:

- County Comprehensive Plan
- Village of Chatham Comprehensive Plan
- LEAM III
- TDM
- New funding sources
- Continue to develop products to strengthen regional assets.

New Challenges:

- Continue to implement ways to more effectively and efficiently utilize funds.
- Develop additional new technological resources for partners.

EMPLOYEE	% of Time Billed to Transportation	Program Area
Berns, M.	35%	Admin. Support
Associate Planner - Development (formerly Jordan, J.)	0%	Development
Hendricks, L.	23%	Comprehensive & Regional
Karrick, S.	100%	Transportation
Keenan, S.	0%	Land & Environment
Kovsk, J.	10%	Admin. Support
Leaf, J.	11%	Comprehensive & Regional
Niemann, M.J.	20%	Admin. Support
Prather, I.	0%	Land & Environment
Sass, J.	100%	Transportation
Sheehan, B.	100%	Transportation
Soni, N.	100%	Transportation
Zeibert, J.	30%	Development
Associate Planner - Transportation (formerly Sass, J.)	100%	Transportation

NOTE: Above chart is based on staff assignments in FY 19 as included in the Unified Work Plan.

Of 15 current positions (13 funded), 5 FTE's are supported with Federal transportation funding.

Questions related to budget submission

**Recommendation of annual salary increase
for Executive Director**



CFY2020 PROPOSED BUDGET SUBMISSION & DETAIL FOR THE SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION

For the Period
December 1, 2019 – November 30, 2020

As Submitted to
The Executive Policy Board
Springfield-Sangamon County Regional Planning Commission
by the Executive Director
October 16, 2019

For Submission to the
Sangamon County Board

PACKET CONTENTS

CFY20 Budget Highlights

Revenue Highlights	Page 1
Expenditure Highlights	Page 2
Challenges	Page 3

Tables & Charts

Revenue: Anticipated Receipts by Revenue Type	Page 4
Revenue: Anticipated Receipts by Source and Purpose	Page 5
Transportation PY20 Projected Direct Salaries	Page 6
Expenses: Anticipated Disbursements by Type	Page 7
Budget Comparison: CFY19 Adopted vs. Proposed CFY20 by Expenditure Line	Page 8
Additional Revenue Going to General Fund	Page 9
Comparison Fiscal Years	Page 10
Proposed Program and Staff Structure: CFY 2020	Page 11



CFY 2020 REGIONAL PLANNING BUDGET HIGHLIGHTS

REVENUES

Revenues anticipated for FY 20 are \$1,234,063 compared to \$1,197,451 in the adopted FY 19 SSCRPC budget. This is an *increase* of \$36,612 (+3.1%) from the FY 19 adopted budget (see Tables 1 and 2).

Grants accounted for 50.1% of the Commission's budget in FY 19. In FY 20, the grants line will increase by \$46,491 (7.7%) resulting in grants accounting for 52.4% of the Commission's budget.

Grant changes in FY 20:

- Federal Transportation Planning funds and associated match will increase by \$585 and the Federal Transit Planning funding will increase by \$4,091.
- The FY 20 includes the amount of \$115,245 Statewide Planning & Research Funds. These are federal funds administered by IDOT. This is an increase of \$46,815 over FY 19. The funds will be expended to complete the third phase of the LEAM/REAM project and update the Travel Demand Model.
- As in past years, the largest amount of revenue supporting the Commission's efforts comes from Federal Highway Administration and Federal Transit Administration funding and associated local match. During FY 20, transportation planning makes up \$531,471 of anticipated revenues, or 43% of total funding.
- The County is the second largest contributor at almost 27.5% in FY 20. The county transfer will be reduced by the amount of \$40,474 during FY 20.
- The City's contribution to the RPC budget is third at 14.7%. The City of Springfield Service Agreement increased from \$179,550 to \$182,000 in FY 19. I will be requesting an additional increase from the City during FY 20 but that is not reflected in this budget.
- Funding from other municipalities, special districts and agencies make up the remainder. Work on the Chatham Comprehensive Plan began in May of 2018 and has continued through FY 19. It is anticipated that the plan will be completed no later than in May of 2020 after which the final payment will be received.
- The FY 20 proposed budget includes an allocated transfer from the Commission's fund balance (primarily CRPF funds) in the amount of \$28,145. It is anticipated that need for this transfer will be eliminated through hiring lag or by obtaining additional funding.

EXPENDITURES

Expenditures anticipated for FY 20 mirror revenues at \$1,234,063 compared to \$1,197,451 in the adopted FY 19 budget. Again, this represents an *increase* of \$36,612 (+3.1) between the two years (see Tables 3 and 4).

- **Personnel** and the related **Fringe** benefits costs remain the Commission's primary cost categories at \$978,845 or approximately 78% of the budget. This is an increase of \$48,658 (5.2%) from FY 19 but less than the \$1,050,270 the county had initially proposed as the Commission's personnel line. This line includes the FY 20 established mark of 2.5% for annual increases, 1.25% of which must come from hiring lag and associated operating revenues.
- Three vacant positions are included in the budget. The Commission anticipates filling one of these positions mid-year. The two remaining positions will only be filled if there are increases in grant funds which is the primary reason for the reduction of anticipated costs from the county's original personnel target.
- The **Contractual Services** line shows an expenditure increase from \$86,850 to \$126,078 in FY 20. The increase includes \$81,430 for the TDM, \$6,898 for the final phase of the Landuse Evolution and Assessment Model (LEAM) project and \$9,400 for the audit.
- The **New Equipment greater than \$500** line is decreased to \$5,000 in FY 20 from \$14,000 in FY 19. The reduction is due to all staff machines being updated in FY 19 to accommodate new versions of software.
- The **Cost Allocation** line is decreased to \$117,140 in FY 20 from \$157,614 in FY 19. This decrease reflects the changes the IT department made to its cost allocation record keeping and making sure that tasks completed by our staff were allocated to the other county departments if applicable.
- Capital purchases are handled through another budgeting process. The Commission is **not recommending any capital purchases** during FY 20.

OPPORTUNITIES AND CHALLENGES

- The FY 19 restructuring of staff work areas has resulted in staff working more effectively and efficiently by sharing skill sets.
- Staff is continuing to implement a more regionalized approach to planning which has resulted in several new work products both completed and in the pipeline.
- Management continues to be limited by the funding sources that make up the budget. Transportation funds are restricted to projects identified in the Unified Work Program; however, management continues to explore ways to more creatively utilize transportation planning funds.
- GATA continues to require additional staff time and expertise which reduces availability of staff to assist with other projects.
- While the FY 20 budget shows a slight increase in the funding received from the City's Planning Services Agreement, the work completed by staff on City projects has increased during FY 19. Management will be having discussions with the Office of the Mayor regarding an additional increase to the agreement.
- Because of all of the above, and the fact that the Commission must balance effort and funding across four different fiscal years (see page 10), close management and budget line adjustments may likely be needed throughout FY 20.

I. REVENUE

ANTICIPATED RECEIPTS

Springfield-Sangamon County Regional Planning Commission

December 1, 2019 – November 30, 2020

Table 1: Comparison by Revenue Type (CFY19 Adopted & CFY20 Proposed)

Revenue Type	Source	Amount FY19 (Adopted)	Amount FY20 (Proposed)	Difference		% of Receipts
				#	%	
Fees & Agreements		\$217,550	\$220,000	\$2,450	1.1%	17.8%
	City of Springfield Service Agreement	\$179,550	\$182,000	\$2,450		
	SMTD Agreement - Marketing	\$25,000	\$25,000	\$0		
	Springfield Park District Service Agreement	\$1,500	\$1,500	\$0		
	Village of Chatham Comprehensive Plan	\$11,500	\$11,500	\$0		
Transfers		\$380,000	\$339,526	-\$40,474	-10.7%	27.5%
	Sangamon County Fund Transfer	\$380,000	\$339,526	-\$40,474		
Grants		\$599,901	\$646,392	\$46,491	7.7%	52.4%
	SATS PL-Federal	\$339,922	\$340,390	\$468		
	SATS PL-Match	\$84,980	\$85,097	\$117		
	SATS FTA-Federal	\$81,255	\$84,528	\$3,273		
	SATS FTA-Match/SMTD	\$20,314	\$21,132	\$818		
	Comp Regional Planning Funds	\$5,000	\$0	-\$5,000		
	SPR & Rural Planning Funds	\$68,430	\$115,245	\$46,815		
Misc. Rec.		\$0	\$28,145	\$28,145	---	2.3%
	Fund Balance	\$0	\$28,145	\$28,145		
TOTALS		\$1,197,451	\$1,234,063	\$36,612	3.1%	

Table 2: By Source & Purpose (CFY20 Proposed)

Source	Subject Item	Item Amount	Total CFY20 Proposed	% by Source
Sangamon County			\$339,526	27.5%
	General Planning Services	\$318,739		
	Travel Demand Model	\$14,319		
	Co. Historic Preservation Commission	\$6,468		
City of Springfield			\$182,000	14.7%
	Planning Service Agreement	\$182,000		
SATS (PL, FTA & Match)			\$531,147	43.0%
	Mass Transit Planning	\$105,660		
	Street & Highway	\$425,487		
Other Municipalities, Special Districts & Agencies			\$153,245	12.4%
	SMTD	\$25,000		
	Springfield Park District	\$1,500		
	Regional Comprehensive Planning (Urban)	\$0		
	SPR & Rural Planning	\$115,245		
	Village of Chatham	\$11,500		
Fund Balance		\$28,145	\$28,145	2.3%
TOTAL			\$1,234,063	

Table 2a: Transportation PY 2020 Projected Direct Salaries

EMPLOYEE	% of Time Billed to Transportation	Program Area
Berns, M.	35%	Admin. Support
Associate Planner - Development (formerly Jordet, P.)	0%	Development
Hendricks, E.	23%	Comprehensive & Regional
Karrick, S.	100%	Transportation
Keenan, S.	0%	Land & Environment
Kovski, L.	10%	Admin. Support
Leaf, J.	11%	Comprehensive & Regional
Niemann, M.J.	25%	Admin. Support
Prather, E.	0%	Land & Environment
Sass, J.	100%	Transportation
Sheehan, B.	100%	Transportation
Soni, N.	100%	Transportation
Zeibert, J.	22%	Development
Principal Planner - Transportation (formerly Schultz, D.)	100%	Transportation

NOTE: The above chart is based on staff assignments included in the SFY2020 Unified Work Program.

II. EXPENSE

Table 3: ANTICIPATED DISBURSEMENTS BY LINE AGAINST MARK

Subject Line	Item	Item Amount	TOTAL	Difference From Mark	% All Expenditures
Personnel			\$978,845	-\$71,425	79.3%
	Annual Salaries (<i>15 employees: 12 current, 1 to be filled, 2 vacant</i>)	\$712,642		-\$65,930	
	Extra Hire	\$0		\$0	
	Fringe Benefits	\$260,203		-\$5,380	
	County Historic Preservation Commission	\$6,000		-\$115	
Commodities			\$5,500	\$0	0.4%
	Office Supplies (<i>Misc</i>)	\$3,000		\$0	
	Office Supplies (<i>Toner, Ink Cartridges</i>)	\$2,500		\$0	
Contract Serv.			\$126,078	\$41,295	10.2%
	Printing	\$250		\$0	
	Exempt Printing	\$500		-\$2,000	
	Meeting Expense (& Dues)	\$5,000		\$2,000	
	Travel	\$3,000		\$1,000	
	Subscriptions	\$0		\$0	
	Equipment Maintenance	\$7,000		\$2,400	
	Publications	\$4,500		\$0	
	Equipment Rental	\$500		\$0	
	Building Rental (<i>Rent included in Allocation Cost Transfer Out</i>)	\$0		\$0	
	Postage	\$3,000		\$0	
	Contractual Services (<i>audit, floodplain review</i>)	\$10,000		\$2,000	
	Contr Svc/Grant (<i>LEAM add ons, TDM update</i>)	\$88,328		\$34,828	
	Photocopier Program	\$4,000		\$1,067	
Cap. Outlay			\$6,500	-\$3,800	0.5%
	New Equipment > \$500	\$5,000		-\$2,000	
	New Equipment < \$500	\$1,500		-\$1,800	
Allocation Cost Transfer Out		\$117,140	\$117,140	\$0	9.5%
Fund Balance Carryover		\$0	\$0	\$0	0.0%
TOTAL			\$1,234,063	-\$33,930	
ANTICIPATED REVENUE	\$1,234,063				
ANTICIPATED DISBURSEMENTS	\$1,234,063				

BUDGET COMPARISON

Table 4: 2019 vs. 2020 BUDGET LISTING – EXPENDITURES BY LINE

Account	Expend Item	2019 Adopted Budget	2020 Proposed Budget	Difference from 2019 Budget	% Change
EX05-300.000	Personnel	\$681,723	\$712,642	\$30,919	4.5%
EX05-301.000	Benefit Exempt Personnel	\$0	\$0	\$0	0.0%
EX05-302.000	Board/Com.	\$6,000	\$6,000	\$0	0.0%
304.000	Overtime	\$0	\$0	\$0	0.0%
EX06 Fringe	Total Fringe	\$242,464	\$260,203	\$17,739	7.3%
EX10-401.000	Office Supplies - Misc.	\$3,000	\$3,000	\$0	0.0%
EX10-401.000	Office Supplies – Toner, Ink Cartridges	\$2,500	\$2,500	\$0	0.0%
EX15-501.000	Printing	\$250	\$250	\$0	0.0%
EX15-501.100	Exempt Printing	\$2,500	\$500	-\$2,000	0.0%
EX15-502.000	Meeting Expense	\$3,000	\$5,000	\$2,000	66.7%
EX15-509.000	Travel	\$2,000	\$3,000	\$1,000	0.0%
EX15-512.000	Subscriptions	\$0	\$0	\$0	0.0%
EX15-513.000	Equip Maint	\$4,600	\$7,000	\$2,400	52.2%
EX15-518.000	Publications	\$4,500	\$4,500	\$0	0.0%
EX15-519.000	Equipment Rental	\$500	\$500	\$0	0.0%
EX15-520.000	Postage	\$3,000	\$3,000	\$0	0.0%
EX15-540.000	Bldg. Rent	\$0	\$0	\$0	0.0%
EX15-541.000	Contract Serv	\$8,000	\$10,000	\$2,000	0.0%
EX15-541.001	Contract Serv/Grant	\$53,500	\$88,328	\$34,828	65.1%
EX15-571.000	Photocopier Program	\$5,000	\$4,000	-\$1,000	-20.0%
EX20-601.000	New Equip > \$500	\$14,000	\$5,000	-\$9,000	-64.3%
EX20-601.500	New Equip < \$500	\$3,300	\$1,500	-\$1,800	0.0%
EX27-666.000	Cost Alloc. Transfer Out	\$157,614	\$117,140	-\$40,474	-25.7%
	Fund Balance Carryover	\$0	\$0	\$0	0.0%
Total		\$1,197,451	\$1,234,063	\$36,612	3.1%

ADDITIONAL REVENUE
(Going Directly to County General Fund)

	CFY 2015 Actual	CFY 2016 Actual	CFY 2017 Actual	CFY 2018 Actual	CFY 2019 Budget	CFY 2020 Target
Plat Fees	\$6,500	\$5,650	\$5,600	\$5,700	\$5,762	\$5,762
General Fees (Flood & Road Name)	\$0	\$300	\$300	\$0	\$273	\$273
TOTAL	\$6,500	\$5,950	\$5,900	\$5,700	\$6,035	\$6,035

FISCAL YEAR BUDGETS

2019												2020												2021											
J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
												<div>SANGAMON COUNTY FY 2020</div>																							
SPRINGFIELD 2019												SPRINGFIELD 2020																							
												<div>ILLINOIS 2020</div>												<div>ILLINOIS 2021</div>											
												<div>FEDERAL 2020</div>												<div>FEDERAL 2021</div>											
OTHER LOCAL, STATE OR FEDERAL PROJECTS																																			
												<div>SSCRPC</div>																							

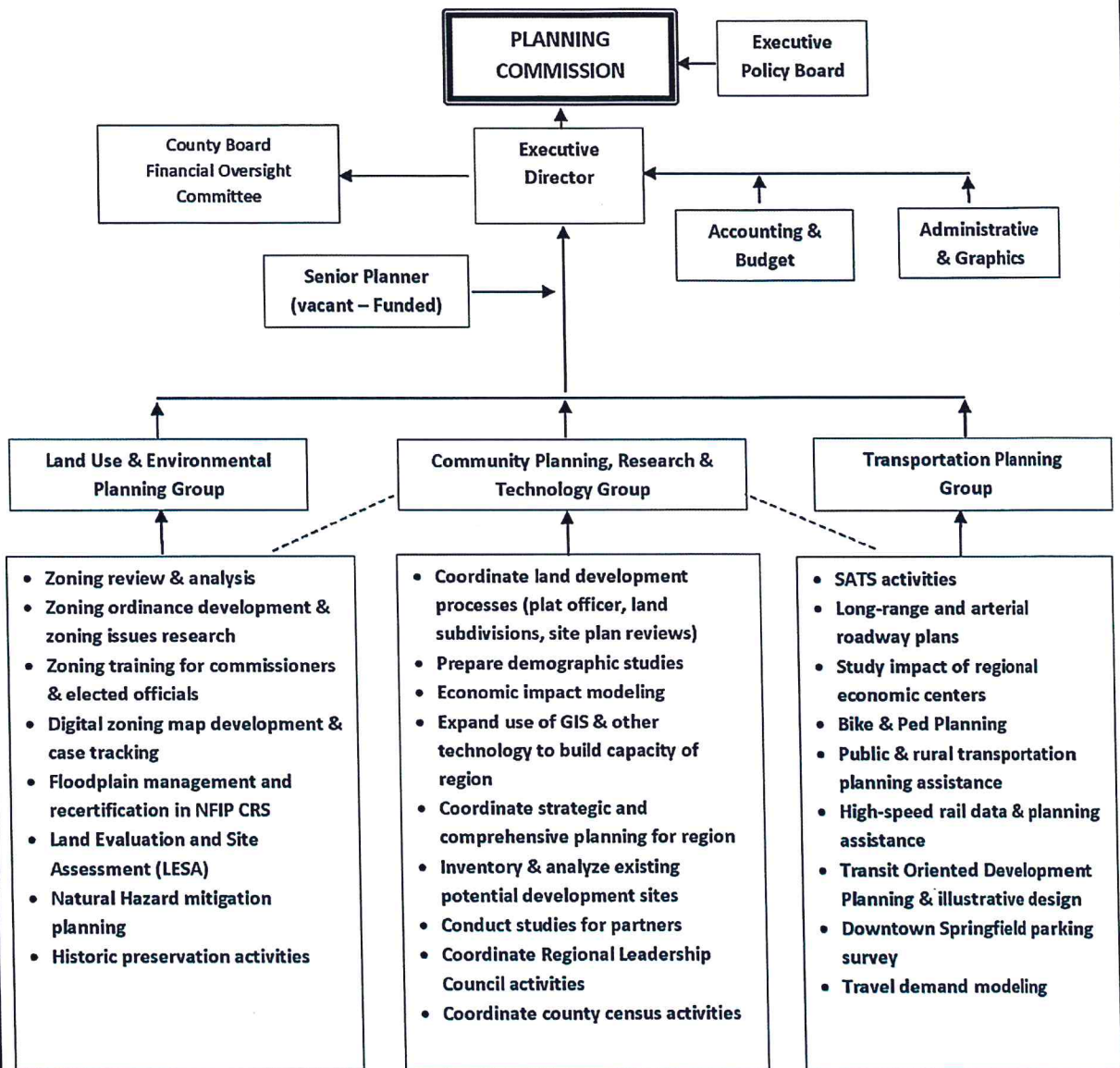
2019 SSRPC
Program Year

2020 SSCRPC Program Year

2021 SSCRPC Program Year

2022 SSCRPC
Program Year

Springfield-Sangamon County Regional Planning Commission
Staff Organizational Chart by Function
(Proposed for CFY 20)



MAJOR STAFFING/ADVISING: Springfield-Sangamon County Regional Planning Commission; SSCRPC Land Subdivision Committee; Sangamon County Historic Preservation Commission; Sangamon County Public Health, Solid Waste & Zoning Committee; Sangamon County Zoning Board of Appeals; Citizens' Efficiency Commission for Sangamon County; Regional Leadership Council for Sangamon County; Springfield Historic Sites Commission; Springfield Planning & Zoning Commission; Springfield Area Transportation Study; Downtown Springfield Inc.; Route 66 Trail Executive Council; Illinois Greenways and Trails Council; Illinois Department of Transportation Travel Demand Modeling Group; Illinois MPO Advisory Council; Illinois Association of Regional Councils; Springfield Chamber Q-5 Initiative (Land Subdivision Advisory Committee, Development Policy Council, Executive Policy Council).

Organizational structure subject to change based upon the needs and funding of the Commission.

FY 20 Proposed Budget SSCRPC Briefing November 20, 2019

Submitted by:

Molly Berns
Executive Director



Springfield-Sangamon County
Regional Planning Commission



FY 20:

Anticipated Revenues = \$1,234,063

Increase of \$36,212 (+3.1%) from *adopted* FY 19 budget.

Largest decreases include:

\$5,000 in Comprehensive Regional Planning Funds

\$40,474 in county transfer

Increases:

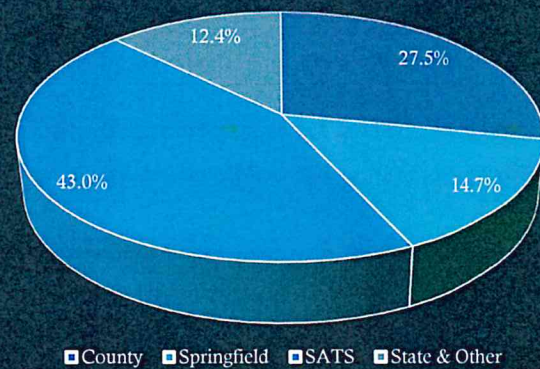
\$585 in Federal Transportation funds.

\$4,091 in Federal Transit Planning funding.

\$46,815 in federal Statewide Planning & Research funds.

\$28,145 in fund balance transfer

Sources of Funding FY 20



Source	Proposed
Sangamon County	\$339,526
City of Springfield	\$182,000
SATS (PL, FTA & Match)	\$531,147
State, Other Municipalities, Special Districts & Agencies	\$153,245



FY 20:

Anticipated Expenditures = \$1,234,063

Increase of \$36,212 (+3.1%) over FY19 adopted budget.

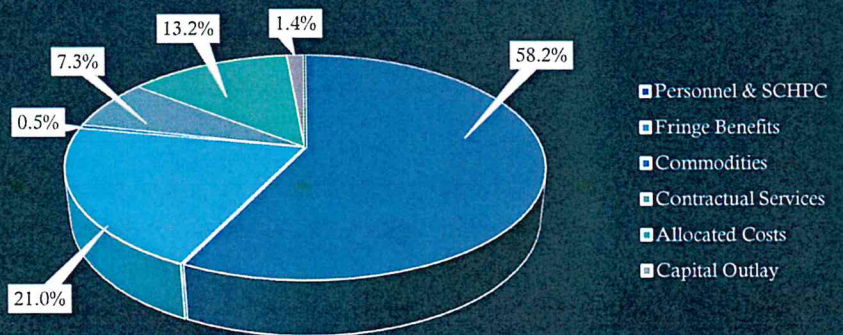
Major areas of decrease:

**Capital Outlay (New Equipment:
PC replacement)
Allocated Costs**

Major areas of increase:

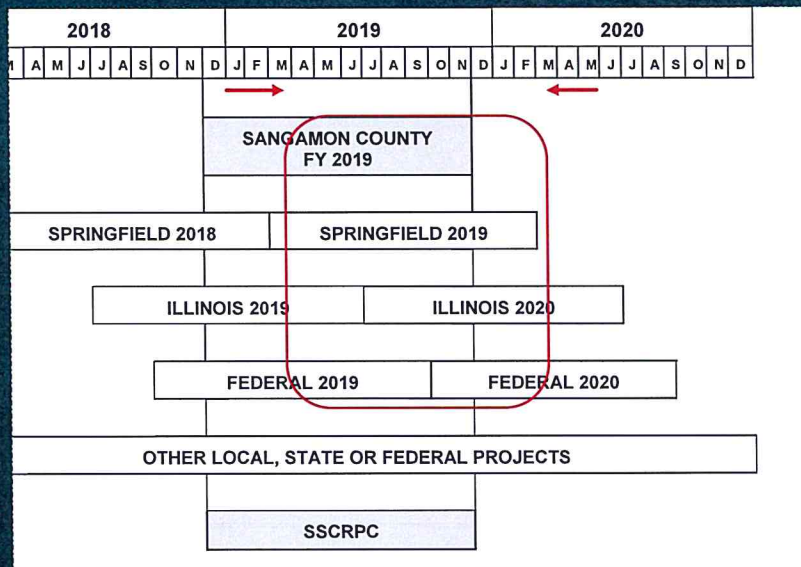
**Personnel
Benefits
Contractual Services/Grant**

Expenditures – Percentage of FY 20 Budget

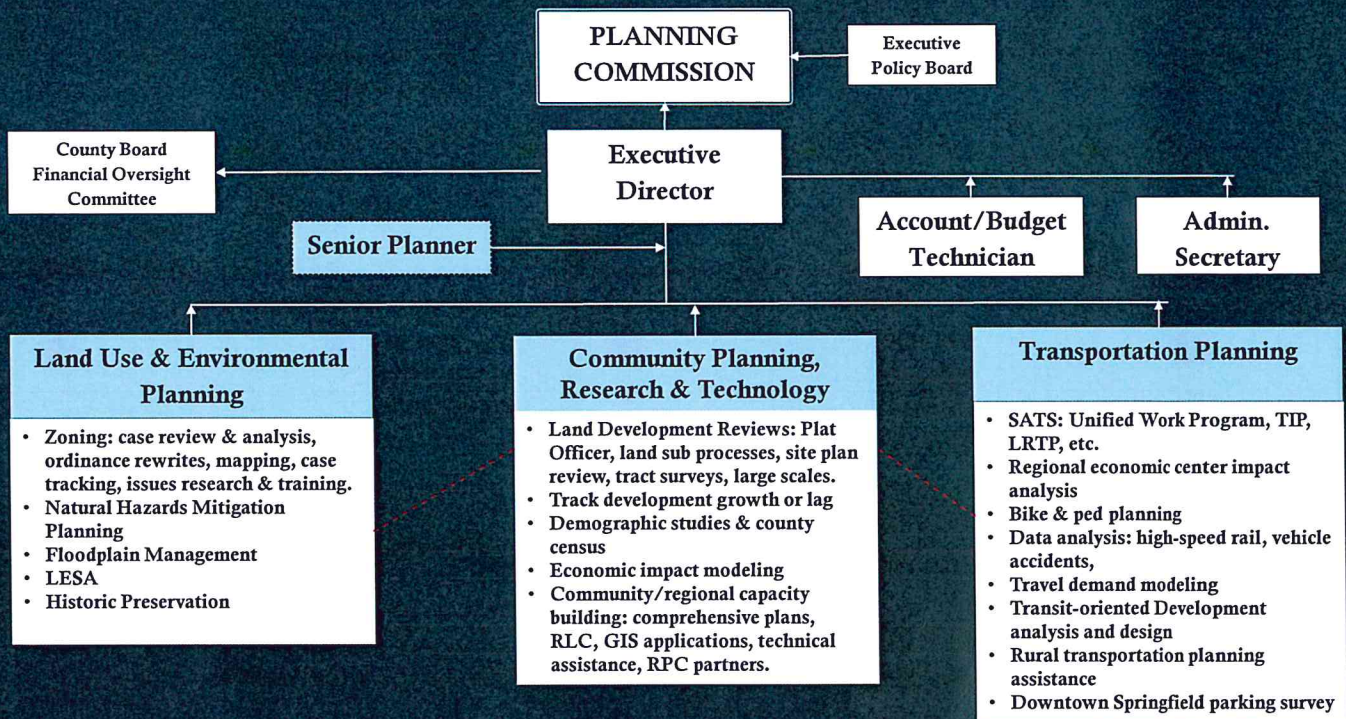


Expenditure	FY20 Proposed	+ or – FY 19
Personnel & SCHPC	\$718,642	+30,919
Fringe Benefits	\$260,203	+17,739
Commodities	\$5,500	\$0
Contractual Services	\$126,078	+\$39,228
Capital Outlay	\$6,500	-10,800
Allocated Cost	\$117,140	-40,474

Multiple Fiscal Years



FY 20 Staff Structure





Ongoing Challenges:

- County Comprehensive Plan
- Village of Chatham Comprehensive Plan
- LEAM III
- TDM
- New funding sources
- Continue to develop products to strengthen regional assets.

New Challenges:

- Continue to implement ways to more effectively and efficiently utilize funds.
- Develop additional new technological resources for partners.

EMPLOYEE	% of Time Billed to Transportation	Program Area
Berns, M.	35%	Admin. Support
Associate Planner - Development (formerly Jordet, P.)	0%	Development
Hendricks, E.	23%	Comprehensive & Regional
Karrick, S.	100%	Transportation
Keenan, S.	0%	Land & Environment
Kovski, L.	10%	Admin. Support
Leaf, J.	11%	Comprehensive & Regional
Niemann, M.J.	20%	Admin. Support
Prather, E.	0%	Land & Environment
Sass, J.	100%	Transportation
Sheehan, B.	100%	Transportation
Soni, N.	100%	Transportation
Zeibert, J.	30%	Development
Associate Planner - Transportation (formerly Sass, J.)	100%	Transportation

NOTE: Above chart is based on staff assignments in FY 19 as included in the Unified Work Plan.

Of 15 current positions (13 funded), 5 FTE's are supported with Federal transportation funding.

Questions related to budget



Springfield-Sangamon County
Regional Planning Commission